



**WEST NOTTINGHAMSHIRE COLLEGE
SEARCH COMMITTEE**

Minutes of the Search Committee meeting held at Breadsall Priory on Friday 26th June 2015 at 2.00 pm

GOVERNORS Nevil Croston, Chair
PRESENT: Dame Asha Khemka DBE
 Cllr Diana Meale

ALSO IN ATTENDANCE: Maxine Bagshaw, Clerk to the Corporation

		ACTION by whom	DATE by when
15.01	<u>DECLARATION OF INTEREST</u>		
	The Chair reminded those present to declare at the start of the meeting any interests in items to be considered. No interests were declared.		
15.02	<u>APOLOGIES FOR ABSENCE</u>		
	Apologies for absence were received from Tim Clarke.		
15.03	<u>MINUTES OF THE MEETING HELD ON 17TH SEPTEMBER 2014</u>		
	AGREED: that the minutes of the meeting held on 17 th September 2014 were a true and correct record and were signed by the Chair.		
15.04	<u>ACTIONS OUTSTANDING AND MATTERS ARISING FROM THE MINUTES</u>		
	It was agreed that any matters arising would be considered as part of the agenda items scheduled.		
15.05	<u>CORPORATION COMPOSITION AND MEMBERSHIP</u>		
	The Committee reviewed the report presented and agreed that the existing composition and membership arrangements remained fit for purpose. It was noted that there are two vacancies, however to date it has not been felt necessary to press to recruit. Given the Board discussions at the residential it was agreed that composition arrangements would form part of wider Board discussions in tandem with succession planning in the 2015/16 academic year.		
	AGREED: to note the update provided.		

Signed : _____ Chair

Date:

15.06 **CURRENT AND ANTICIPATED VACANCIES**

The Clerk presented this item and reminded that;

- a) There currently exists two vacancies for independent Governors
- b) In the 2014/15 academic year John Robinson will complete his first term of office on 15th July 2015.
- c) Student Governors, Matthew Robinson and Theresa Upton both complete their current term of office on 31st July 2015.

The Clerk was able to confirm that a new Student Union President has been appointed and in line with usual procedures his appointment will be considered by the Board at its July meeting. She confirmed that the second student Governor vacancy would be filled following student council elections in the new academic year.

The Committee took the opportunity to discuss the conclusion of the current term of appointment for John Robinson. All agreed that he was a strong contributor and would wish to make the recommendation to the Board that he be reappointed for a second period of office for a further four years.

AGREED:

- a) to note the update provided,
- b) to recommend to the Board that John Robinson be re-appointed as an independent Governor from 15th July 2015 to 15th July 2019.

15.07 **GOVERNOR ATTENDANCE DATA 2014/15**

The Clerk drew members attention to the data tables provided. It was agreed to note the content of the same.

AGREED: to note the content of the attendance data provided.

15.08 **GOVERNOR E&D SURVEY 2014/15**

The Clerk introduced this item and all agreed that the information provided was self-explanatory.

AGREED: to note the outcome of the Governor E&D survey undertaken for 2014/15.

15.09 **GOVERNOR SKILLS AUDIT 2014/15**

The Clerk introduced this item and drew members' attention to the detail on page 16. In terms of RAG rating the key utilised was noted. It was agreed that identified strengths are;

- Management – general/strategic
- Management – operational
- Information and communications technology (ICT)
- Personnel/HR

Signed : _____Chair

Date:

- Voluntary sector
- Financial/budget management
- Health and safety

The red RAG rated items were noted as having scores of below 4.

AGREED: to note the outcome of the Governor skills audit undertaken for the 2014/15 academic year.

15.10 GOVERNOR TRAINING LOG 2014/15

The Clerk drew members' attention to the schedule of training and development opportunities provided for the 2014/15 academic year.

AGREED: to note the content of the report provided.

15.11 COMMITTEE REVIEW

The Clerk introduced this item and indicated that in response to Governor discussions at the residential the Search Committee would be disbanded for the 2015/16 academic year and the work of this Committee would be incorporated into full Board business as part of the work plan for the year.

AGREED: to note the update provided.

15.12 DATE OF NEXT MEETING

It was confirmed that there are no scheduled meetings for the current or next academic year.

15.13 AOB

There were no items of additional business.

Signed : _____Chair

Date: